

June 17, 2013 7:00 P.M.

JONES COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

PHILLIPS CROSSROADS VOLUNTEER FIRE DEPARTMENT

MINUTES

COMMISSIONERS PRESENT:

Frank Emory, Chairman
Sondra Ipock-Riggs, Commissioner
Joe Wiggins, Commissioner
Zack Koonce, III, Commissioner

OFFICIALS PRESENT:

Franky J. Howard, County Manager
Jennifer King, Clerk to the Board
Melissa Moore-Freeman, Finance Officer

COMMISSIONER ABSENT:

Mike Haddock, Vice-Chairman

The Chairman called the meeting to order and Zack Koonce gave the invocation. A **MOTION** was made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the agenda be approved as presented.

MOTION made by Zack Koonce, seconded by Joe Wiggins, and unanimously carried **THAT** the minutes of June 3, 2013, be approved.

PUBLIC COMMENT PERIOD:

There were no public comments.

1. ABC BUDGET

Jim Cejka, General Manager of the Jones County ABC Board, presented the 2013-2014 Jones County ABC Board Budget to the commissioners. Mr. Cejka discussed the overall financial state of the ABC Board over the last year. ABC store hours were reduced over the year to reduce operating costs. Mr. Cejka explained that the Highway 17 bypass in Pollocksville may necessitate the relocation or closing of the Pollocksville store. This store is in dire need of repairs at the present time as well.

MOTION made by Joe Wiggins, seconded by Zack Koonce, and unanimously carried **THAT** the ABC Budget be approved as presented and that the ABC Board be permitted to retain their profits. A copy of the budget is marked Exhibit A and is hereby incorporated by reference and made a part of these minutes.

2. EASTERN CAROLINA COUNCIL AREA AGENCY ON AGING - EXPENDITURES

David Rosado, Human Services Deputy Director, presented the annual funding report on the Jones County Aging programs to the board. The Jones County aging advisory board has approved the 2013-2014 programs to be funded. Once state funding has been approved for Jones County the Finance Officer will present a budget amendment for these funds.

3. CDBG MONTHLY REPORT

The CDBG Monthly Report was presented to the board. No action required.

4. BOARD APPOINTMENT - DEBBIE PHILYAW - JURY COMMISSION

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Debbie Philyaw be reappointed to the Jury Commission for a two-year term to expire June 30, 2015.

5. APPOINTMENT - TAX COLLECTOR

MOTION made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** Wayne Vanderford be appointed as the Jones County Tax Collector for a term to expire December 31, 2013. The term for this appointment is typically four-years, however Mr. Vanderford will retire at the end of this year and a new Tax Collector will be appointed January 1, 2014.

6. APPOINTMENT - TAX ASSESSOR

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** Wayne Vanderford be appointed as the Jones County Tax Assessor for a term to expire December 31, 2013. The term for this appointment is typically four-years, however Mr. Vanderford will retire at the end of this year and a new Tax Assessor will be appointed January 1, 2014.

7. BOARD APPOINTMENT - JUVENILE CRIME PREVENTION COUNCIL

MOTION made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** the following individuals be reappointed to the Juvenile Crime Prevention Council for a one-year term to expire June 30, 2014:

Russell Turner
Jones County Sheriff
Sheila Ward
Franky Howard
Joseph Wiggins
Sheri Davenport
Zack Koonce
Health Director
Doris Harris
Eileen Dove
Chris Henderson
Erin Morgan
Susan Baille
Carl Baugus
Kaelyn Thompson
Amy Bryant
Dawn Robinson
Charlie Dunn
Louis Foy
N. Adrian Nall

8. BOARD APPOINTMENT - RAAC - MATTHEW BRINKLEY

MOTION made by Zack Koonce, seconded by Joe Wiggins, and unanimously carried **THAT** Matthew Brinkley be appointed to the Regional Aging Advisory Committee for a three-year term to expire June 16, 2016.

9. BUDGET AMENDMENTS #11 THROUGH #13

MOTION made by Sondra Ipock-Riggs, seconded by Zack Koonce and unanimously carried **THAT** Budget Amendments #11 through #13 be approved. A copy of the amendments is marked Exhibit B and is hereby incorporated by reference and made a part of these minutes.

10. INVOICE - SUMRELL, SUGG, CARMICHAEL, HICKS & HART, P.A.

MOTION made by Joe Wiggins, seconded by Zack Koonce, and unanimously carried **THAT** an invoice for legal services rendered by Sumrell, Sugg, Carmichael, Hicks & Hart, P.A. be approved as follows:

General Legal	\$1,449.87
Health Department	1,923.00

11. TAX COLLECTIONS REPORT

Franky Howard, County Manager, presented the May Tax Collections Report showing a total collection of \$5,667,452.14 (92.60%).

12. TAX REVALUATION REPORT

Mr. Howard presented the Revaluation Progress Report to the board. No action required.

13. ACT FUNDING

Jones County typically provides funding for the Allies for Cherry Point's Tomorrow (ACT) in the amount of \$750 but we do not have representation on this board. Frank Emory spoke to Tyler Harris from ACT and was informed that Jones County could have board representation on this board for funding in the amount of \$1,000. There was discussion about the need to have this information in writing prior to approval.

MOTION made by Joe Wiggins, seconded by Zack Koonce, and unanimously carried **THAT** this item be **TABLED** until information can be presented in writing.

14. EDC BOARD REQUEST - SUPPORT RESOLUTION

MOTION made by Sondra Ipock-Riggs, seconded by Joe Wiggins, and unanimously carried **THAT** the board does not support the Resolution Supporting North Carolina's Eastern Region as requested by the Economic Development Commission and Committee of 100.

COUNTY MANAGER'S REPORT

There was no County Manager's report.

COMMISSIONER'S REPORTS

Sondra Ipock-Riggs

Mrs. Ipock-Riggs discussed Carolina East Medical Center cutting employees and also discussed their tax status. Joe Wiggins stated that since the hospital was purchased privately it may be subject to taxes.

Mrs. Ipock-Riggs stated that the county needs to keep our generators checked and we need a third generator. Mr. Howard explained that the generators are checked on a regularly maintained schedule and that we have one more to install at the new well. Zack Koonce asked if we could have one put at the old CJPP building and Mr. Howard explained that there is already one at that location.

PUBLIC COMMENT PERIOD:

There were no public comments.

MOTION made by Joe Wiggins, seconded by Zack Koonce, and unanimously carried **THAT** the meeting be adjourned at 8:00 p.m.

Frank Emory
Chairman

Jennifer King
Clerk to the Board

EXHIBIT A**JONES COUNTY ABC BOARD**

P.O. BOX 86

TRENTON, NC 28585

BOARD RESOLUTION TO ADOPT FY 2013-14 BUDGET

Account Number	Account Description	APPROVED BUDGET FOR 2012-13 FY	Estimated Budget As of 6/30/13	Estimated Budget FY 2013-14
40100-(001-004)	Liquor Sales	914,630	924,000	924,000
41000-070	Investment Income	8	8	8
Totals		914,638	924,008	924,008
53100-(001-004)	NC Excise Tax	205,000	204,000	205,000
53200-(001-004)	Rehab Tax	4,000	3,600	4,000
Totals		209,000	207,600	209,000
60000-(001-004)	Cost of Goods	480,000	472,000	478,000
	COGS+TAX	689,000	679,600	687,000
Gross Profit		225,638	244,408	237,008
70100-(001-070)	Salaries & Wages	117,135	133,000	130,000
70200-(001-070)	Payroll Taxes	9,800	7,600	8,800
70300-(001-070)	Retirement	6,400	6,200	6,500
70400-(001-070)	Group Insurance	10,300	9,700	9,700
GROSS PAYROLL, W/H, TAXES		143,635	156,500	155,000
74400-070	Board Member Travel	3,600	3,100	3,600
71000-003	Rent	4,800	4,800	4,800
71200-(001-004)	Building Repairs	1,800	1,800	5,000
71300-(001-070)	Equipment Repairs	1,000	1,000	1,000

71400-(001-004)	Utilities	11,600	11,500	11,700
71500-(001-070)	Telephone	3,600	3,600	3,600
72000-(001-070)	Insurance-General	7,400	8,828	9,000
72200-(001-070)	Store Supplies	2,000	1,200	1,500
72800-060	Delivery	1,900	2,200	2,300
73000-(001-070)	Office Supplies	700	1,600	1,600
73800-(001-070)	Postage	400	330	400
74000-(001-070)	Professional Fees	7,700	6,500	6,700
74200	Dues & Subs.	319	250	250
70000-(001-004)	Grounds Maint.	2,000	2,450	2,500
73400-(001-070)	Maintenance Agreement	700	3,515	4,000
75000-(001-070)	Security	555	555	600
75600/75600-060	Vehicle	300	400	400
77900-070(75%)	Cr. Cd. Processing	9,500	10,500	11,600
22301	LIFE	70		
78000-(001-070)	MISC.	200	1,000	1,000
77900-070(25%)	BANK SVC. CHG.	2,800	3,500	3,600
Totals (inc. payroll)		206,579	225,128	231,550
ESTIMATED NET PROFIT		19,059	19,280.00	5,458.00

SUMMARY OF FY 2013-14 BUDGET

ESTIMATED SALES FOR FY 2013-14: \$924,000

ESTIMATED COST OF GOODS SOLD FOR FY 2013-14: \$687,000

ESTIMATED OPERATING EXPENSES (INC. PAYROLL) FOR FY 2013-14: \$231,550

ESTIMATED NET PROFIT FOR FY 2013-14: \$5,458.00

EXHIBIT B

Budget Amendment

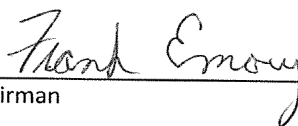
Date: 6/13/2013
Fund: Fund 28
Fiscal Year: 2012-2013 Amendment #11


Decrease Expenditure

Technical Controls	Sewer Improvements	288161 590000	169,250.00
TOTAL			169,250.00


Increase Expenditures

Technical Controls	Road Improvements	288161 591207	124,500.00
Technical Controls	Water Improvements	288161 591206	44,750.00
Total			169,250.00


Chairman


County Manager


Clerk to the Board


Finance Officer

Budget Amendment

Date: 6/13/2013

Fund: Water Fund

Fiscal Year: 2012-2013 Amendment #12

Decrease Expenditure

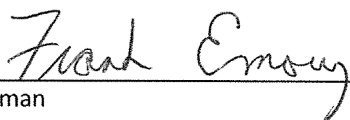
Water Administration	Transfers	607110 572100	100,000.00
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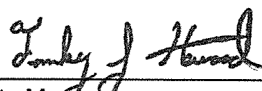
TOTAL			100,000.00
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Increase Expenditures

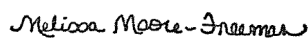
Water	Transfers	607800 598111	100,000.00
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Total			100,000.00
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Chairman


County Manager


Clerk to the Board


Finance Officer

Budget Amendment

Date: 6/13/2013

Fund: Water Fund

Fiscal Year: 2012-2013

Amendment #13

Decrease Expenditure

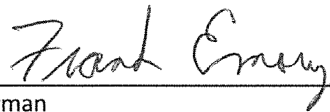
Water Administration	Transfers	114140 566100	25,000.00
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TOTAL			25,000.00
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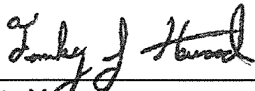
Increase Expenditures

Water	Transfers	117800 598126	25,000.00
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Total			25,000.00
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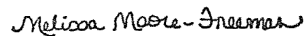
Chairman



County Manager



Clerk to the Board



Finance Officer